DCRA
DEPARTMENT OF CONSUMER & REGULATORY AFFAIRS

Job Classification System
Target Timelines by Type of Job

This chart will give you a clear idea of what to expect when you apply for your permit. Job classifications set target timeframes for DCRA reviews -- based on square footage, scope, and use, not project valuation. Reviews by other agencies may take additional time.

REQUIRED PLAN REVIEWS & APPROVALS

EZ Permits DCRA's Goal to Review: same day	Express Jobs DCRA's Goal to Review: 24 hours	Intermediate Jobs DCRA's Goal to Review: 14 business days	Complex Jobs DCRA's Goal to Review: 30 business days

Driveway - repair/resurface existing
 	
Drywall - repair/replace not more than 500 sq ft
 	
Exterior building cleaning with water, chemical or sand blasting
 	
Fence - repair existing
 	
Interior remodeling - bathroom
 	
Interior remodeling - residential kitchen
 	
Porch & steps - repair existing on private property, not in Historic or Commission of Fine Arts (CFA) jurisdictions
 	
Renewal - existing permit
 	
Retaining wall – repair existing, less than 4 ft high
 	
Scaffolding on owner's property – < 20 ft high
	After-hours permit
	
	Alteration, repair, or initial tenant layout project less than 1,000 sq ft in existing building:
	  o No new public utility (electric, gas, water/sewer)
	  o No change in use or occupant load
	  o No food, licensed medical facility, childcare, or Community Residential Facility (CRF)
	
	Awning / Canopy
	
	Awning or Canopy sign - no greater than 12 in high
	
	Christmas Tree or Fireworks Stand
	
	Deck less than 4 ft high from grade (shown in cross-section)
	
	Fence on private property
	
	Pool - less than 250 sq ft
	
	Retaining wall - repair (not replacement) of existing
	
	Sign - regular, on private property
	
	Soil borings
	
	Supplemental permit (electrical, mechanical, plumbing)
	
	Tent / stage for special event
	
	No Additions
		Accessory structure (shed, garage, carport) - less than 3000 sq ft)
		
		Addition - less than 3,000 sq ft
		
		Alterations or repairs - less than 3,000 sq ft
		
		Antenna
		
		Building Code Variance
		
		Capacity Placard
		
		Demolition (interior) - less than 10,000 sq ft
		
		Elevator plan review
		
		Excavation, Sheeting & Shoring - less than 3000 total sq ft
		
		Foundation to grade - less than 3000 sq ft
		
		New building - less than 3,000 total sq ft
		
		Projection
		
		Retaining wall - new
		
		Revisions to approved permit - less than 3000 sq ft*
		
		Special sign - new or change in copy and/or location of existing
		
		Tenant layout - less than 3,000 sq ft in existing building
		
		Underground storage tank
		
		Underpinning - no party walls
		
		Sidewalk café construction approval
		
		Third Party Review (TPR)
		
		* Review times apply to revisions of approved permits, based on the revisions' size and scope. For instance, if the revision area is < 1000 sq ft, it is an **Express Job**, even if the original job was **Complex.**
			Addition - over 3,000 sq ft
			
			Foundation over 3,000 sq ft
			
			New building
			
			Pool – over 250 sq ft
			
			Project over 3,000 sq ft
			
			Raze permit
			
			Sheeting & Shoring over 3,000 sq ft
			
			Underpinnings with party walls
			
			Any job not specifically listed in one of the other categories

Homeowners Center Jobs DCRA's Goal to Complete: no more than 2 visits			Development Ambassador Jobs DCRA's Goal to Review: same as complex Jobs
Project with owner representation (owner may bring help, but must be present) including: • Accessory structure (garage/shed) no more than 1000 sq ft 15 ft high; alteration & repair of existing; no change in use • Addition to single-family dwelling up to 1000 sq ft; no more than 1 story high at ground level; no party walls • Deck up to 1000 sq ft; no more than 10 ft above grade • Fence entirely on owner's private property • Interior renovation no more than 1,000 sq ft with no removal or erection of interior load-bearing walls or impact to party wall(s) Window/door replacement/repair (if your property is in a Historic or CFA jurisdiction, you must get approval before you apply for a permit)			Chancery Embassy DC Government-sponsored project (Examples: Office of Property Management, Fire & Emergency Services, Parks & Recreation, DC Public Schools, DC Public Library) Hospital Stadium University